

BOARD OF PUBLIC WORKS AND SAFETY
February 22, 2005

Regular Session:

The Board of Public Works and Safety met in regular session on Tuesday, February 22, 2005 at 9:00 a.m. Members present were Gary Henriott, Norm Childress and Cindy Murray. Absent were: Tom Shorter and Claudia Samulowitz.

Jacque Chosnek, 1st Deputy City Attorney was also present.

President Henriott called the meeting to order.

The Pledge of Allegiance was given to the flag of our Country.

MINUTES

Mr. Childress moved to approve the minutes from the February 15, 2005 regular meeting. Mrs. Murray seconded. Passed.

OLD BUSINESS

4 Star Taxi & Courier – Rate Increase (Tabled from February 15, 2005)

President Henriott stated the proposal would remain tabled until the March 1, 2005 meeting and a public notice would be sent out to the local media and public for participation. President Henriott stated he would like to hear from the public affected on this matter and have justification from the cab companies regarding the need of an increase.

NEW BUSINESS

Community Development

Road Closure Request - 20th Street Sidewalk Improvement Project

Jenny Bonner, Director of Development, introduced Travis Hunt, Fairfield Contractors Project Manager. Mr. Hunt presented to the Board and recommended approval of a request to close 20th Street from Charles to Vinton Streets starting on February 24, 2005 for five (5) weeks for the 20th Street Sidewalk Improvement Project. Mr. Hunt explained due to safety issues, narrow streets and the size of equipment needed for the project the street would be closed during the day and would be reopened during evening hours. Mr. Childress spoke of concern regarding parking issues. Mr. Hunt stated four (4) houses on each of the blocks were directly affected and side streets would offer sufficient parking. Mrs. Murray moved for approval. Mr. Childress seconded. Passed.

MISCELLANEOUS

City Cab – Rate Increase

Richard Graves, City Cab owner, presented to the Board and recommended approval of a Taxi cab rate increase for mileage from \$.25 per 1/7 mile to \$.31 per 1/7 mile. Mrs. Murray moved for approval. Mr. Childress seconded. President Henriott requested the proposal be tabled until the March 1, 2005 meeting to consider both 4 Star Taxi & Courier and City Cab's requests at the same time and requested City Cab to provide justification for their proposed increase at the next meeting, since none was included in the request. President Henriott proposed a question to both companies regarding the number of people affected by the raise. Mr. Childress moved to table the proposal until March 1, 2005. Mrs. Murray seconded. Passed.

Permission to Hang a Banner – American Red Cross

President Henriott presented a request from the American Red Cross for permission to hang a banner across Main Street from March 25, 2005 to March 30, 2005 to observe March as Red Cross Month. Mr. Childress moved for approval. Mrs. Murray seconded. Passed.

Claims

Steve Bultinck, Controller, presented for Board approval, Claims in the amount of \$3,035,987.33. Mr. Bultinck gave a brief explanation to the Board of the claims contents. Mrs. Murray moved for approval. Mr. Childress seconded. Passed.

DEPARTMENT UPDATES

Brad Talley, Water Pollution Control Superintendent, gave the following department updates:

- Plant performance due to weather conditions and the removal of grit;
- Certification Examinations to be held by IDEM on April 21, 2005, 12 employees will attend
- Training contract for the Certification Exams will be presented to the Board in the near future;
- Treatment Plant back-up generators have been delivered, installed and are operational under the manual mode and will be in the automatic mode by March 4, 2005;
- Continuing to work with the EPA regarding the Sewer Use Ordinance, which was filed with the Common Council June 2004 pertaining to the use of sewers, what materials could be used for the construction of and limits to protect the system;
- Long-term Control Plan for Citizen Advisory Committee (CSO) to be submitted on May 12, 2005 which will include the following;
 - Characterization, monitoring and modeling of the sewers;
 - Consideration of sensitive areas;
 - Evaluation of alternatives;
 - Cost/performance considerations;
 - Revision of the CSO Operational Plan;
 - Maximize plant flow;
 - Implementation schedule;
 - Post construction compliance monitoring program;
 - Public participation.

Mr. Talley invited and informed everyone of the next CSO meeting to be held March 24, 2005 with an additional meeting to be announced the first week of April.

Brenda Sheets, Utility Billing Office Manager, gave the following department updates to the Board along with a handout:

- Statistics - 2004 Annual Comparison to the year 2000;
 - Customer Base – risen approximately 8%
 - Applications – risen approximately 17%
 - Radio call outs – risen approximately 190%
 - Disconnections due to non-payments - risen approximately 947%
 - Finals (customers on the move) - risen approximately 33%
 - Work Orders - risen approximately 75%
 - Zero consumptions – 425 in the year 2004
- Recent 20 Day Monthly Activity;
 - Statements – 24,997 mailed out in one business month
 - Phone Calls – 4,219 calls received in January, with 430 calls received in one day
 - Disconnect Notices – mailed 3,440 notices in which 50% call the office upon receipt
 - Radio Callouts – 764 issued
 - Disconnections – 578 issued
 - Applications – 521 90% must visit the office
 - Finals – 238 due to customers on the move
 - Work Orders – 175 due to zero consumptions, low or high usage
 - Blue Tags – 123 issued
- Accomplishments;
 - Accounts receivables 22% increase of “current” customers in the past 3 months
 - Addition of an Interpreter, Marissa Miehl
 - Telephones – installation of an automated system, addition of wireless headsets
- Implementations;
 - New Billing Process
 - Radio Communications
 - Check Clearing for the 21st Century
 - Payment by Phone
 - On-line Utility Bill Pay - Mrs. Sheets informed the Board of a Press Conference to be held in the Mayor’s office following the Board meeting to announce the option to go On-line to make Utility Payments.
- Goals;
 - Enhance Customer Service
 - Continue Staff Training
 - Improve Billing Process
 - Inform Customers
 - Increase Automatic Bank Draft Customer Base

President Henriott inquired if disconnection activity would decrease due to the recent collection system. Mrs. Sheets stated no and spoke of various future options and possibilities. Mrs. Murray inquired as to the current process to obtain utility services. Mrs. Sheets stated two (2) forms of I.D. must be presented; one (1) must be a picture I.D., if a rental property, a copy of the lease must be presented, payment of \$12.00 application fee, rental property a \$20.00 deposit and must be paid in full at the time of signing up for service. Mrs. Sheets stated established customers were not affected.

With there being no further business to come before the Board, President Henriott stated the meeting was adjourned.

Time: 9:43 a.m.

BOARD OF PUBLIC WORKS AND SAFETY
Gary Henriott
President

ATTEST: Deb Puetz
1st Deputy Clerk

Minutes written by Deb Puetz

The Engineering Office issued the following Building Permits for the week ending February 18, 2005:

	Bob Bryant	2450 Sagamore Pkwy N	Electric questions	\$0.00
	Michael Denhardt	1406 Grove St	electric complaint	
	Dean King	413 S 1st St	meter only	
	Jerry Cullum	626 S 31st St	meter only	\$0.00
	Harry Cole	831 N 12th St	meter only	\$0.00
	Marwest Rentals	614 S 10th St	meter only	\$0.00
10795	Midwest Portable Restrooms	52 Sycamore St	Demolish wood structure - not historical	\$0.00
10796	Rent Way	3540 SR 38 E	Sign for Rent Way UL#DD915573	\$3,000.00
10797	Bearing Point Development LLC	105-107 N 10th St	Interior remodel - add walls, electric,	\$145,000.00
10798	Book Market Inc	3540 SR 38 E	Sign for Giant Book Sale	\$1,800.00
10799	Floral Designs by Adam & Eve	209 N 9th St	Event sign for Floral Design by Adam &	\$25.00
10800	Nai Rui Jiang	3614 SR 38 E	Change lighting & exit lights only	\$500.00
10801	Kathleen Peneton	1608 Stanforth Ave	Ramp on East side of house	\$500.00
10802	Carol Robbins	3216 Olympia Dr	Sign for Gallery Lighting UL# DC577790	\$530.00
10803	Gary McFall	115 Farabee Dr N	Sign for Black Belt Academy UL#	\$2,862.00
10804	Mental Health Assoc	915 Columbia St	Remodel & repair apt 1, 2 & 4	\$80,000.00
10805	Cellular Depot	993 Creasy Ln S	Sign for Cellular Depot UL# CX911123-41	\$2,500.00
10806	H & R Block	2415 Sagamore Pkwy S	Sign for H & R Block	\$25.00
10807	Stan Mithoefer	7 Earl Ave N	Split old service, install new 800 amp	\$1,000.00
10808	Mike Simpson	716 N 9th St	Event sign for Soccer Shack - moving,	\$25.00
10809	Gary Vanlaere	2700 Elk St	Upgrade 60 to 100 amps	\$800.00
10810	IDEM Indianapolis Western Select	3401 Greenbush St	Air monitor station	\$6,400.00
10811	Jared & Sarah Harrington	905 S 19th St	New garage/pole barn	\$4,000.00